

INDIANA DATA AND COMMUNICATIONS SYSTEM

COMMITTEE MEETING

July 18, 2002

The IDACS Committee met on Thursday, July 18, 2002 at 10:30 a.m., at the Warren Township Library, with the following members in attendance:

Major Fred Pryor	Gerald Gagne
Major Daniel Meek	Don Kottowski
F/Sgt. Raymond Benn	David Mollenkopf
Deborah Cook D.	Michael Paxton
Mike Dearing	Cindy Snyder
Sheriff Tom Debaun	

Advisory members present:

Sergeant John Clawson
Sergeant John Richards
Dave Smith, NCIC 2000 Project

Manager

Chairman Fred Pryor called the meeting to order at 10:30 a.m., with a quorum.

OPENING COMMENTS

Chairman Pryor introduced Major Daniel Meek to the audience. Major Meek will be the new CTO and Chairman of the IDACS Committee after the first of the year. Chairman Pryor explained. Due to re-organization changes by the Superintendent, Major Pryor is now the Commander of the Records Division and Major Meek is the Commander of the Information Technology Division. Chairman Pryor stated he has thirty-two and one-half (32 1/2) years on the Department and in one and one-half (1 1/2) years he will reach maximum retirement age and the chances of his leaving are pretty good. It takes many months to feel comfortable in the position of CTO and managing and administering IDACS rules and policies. Chairman Pryor had spoken with the Superintendent some time ago that he needed someone to begin to mentor and train. The two (2) positions under the Major had more years on the Department than he did and have both since retired. Major Meek worked in the IT Division (Data Division) for six (6) years as a Technician and worked with the Fleet System, has a good technical background and a Degree in Computer Science. Major Meek came from the Human Resources

Division where he was Commander. Chairman Pryor will maintain the position of Chairing the Committee until December to give Major Meek a few months to confer and learn more before expecting him to assume the duties as Chairman.

CORRECTIONS/ADDITIONS TO MINUTES OF THE DECEMBER 4, 2001 MEETING

Cindy Snyder made a motion to approve the minutes of the last meeting, seconded by Gerald Gagne. The motion passed unanimously.

OLD BUSINESS

Chairman Pryor made a notation for Clay Carter that he was able to process a Protection Order issued by the court that actually named a corporation. He was able to enter it by using, the corporation name and the date the corporation was created. The Chairman doesn't think that will be a problem in the future, the Protection Order laws have been totally rewritten in House Bill #1232. Go on-line and look at it, there are three (3) classes of Protection Orders now and it totally changed everything. You should always have a Criminal Protection Order now. If you don't understand the law, have your Prosecutor sit down with you and detail it.

The Chairman reminded the Committee that the FBI would be coming to audit the agencies the week of August 1 9th , and they will be auditing Protective Orders.

Gerald Gagne asked about the confidential form that is to be used. Chairman Pryor has been working with the Senior Judge, Ruth Reichard, who is drafting that form. The Chairman thinks it has been finalized now and it is a good form, it has everything needed and everyone will use this form. It covers the Brady Bill, and has the IDACS reasons for the Protection Orders. Mike Dearing stated the current Protective Orders will remain in effect because the law was in effect when originally entered.

Another question was regarding the clearing of a record when a person is incarcerated, but not in the custody of the wanting agency. In the IDACS Manual it is defined that "When an agency is officially advised that the

wanted person is in custody of another agency", that is when they define to "clear a record".

Clay Carter asked if this could be added in the next IDACS Newsletter. Mr. Dearing stated it would be included.

IDACS/NCIC 2000 Update

Dave Smith, the Project Manager, gave an update on the progress of the IDACS 2000 upgrade and a PowerPoint presentation On the PC application.

Dennis Eaton gave a short presentation on the new IDACS Website.

NEW BUSINESS

New Agencies/Additional Terminals

After receiving favorable recommendations from the System Security Officers and the System Coordinator, the following, new terminal agencies and additional terminals have been approved.
(See the enclosed attachments to the minutes).

Terminal Operators Approved

After receiving favorable recommendation from the System Coordinator, approved twelve (12) IDACS operators with an arrest record. The decision was based on there being no felony convictions.

FAX - IDACS/NCIC System Data

A proposed Resolution of language was given as a handout to those present.

Mr. Dearing said the IDACS Section keeps getting questioned about, where is

it in writing, regarding faxing system data, so we are proposing the following

Resolution as guidelines:

1. The transmitting agency assumes responsibility for any information that is released to unauthorized persons.
2. The person or agency receiving the data is authorized to receive it.
3. Someone is at the fax machine when the information is transmitted.
4. A dissemination audit trail will have to be maintained.

Mr. Dearing made a motion to table the Resolution until the September meeting

since this is the first time some of those attending have seen this and discuss it in September.

The Chairman asked they study it, see what they think about it and remember

this is only the suggested language.

IDACS Coordinator Report

Mike Dearing had information for those agencies that are being audited by the FBI this year. IDACS received a letter from the FBI dated July 10, 2002 that starting July 1st they are auditing "Hits to Wants". Not many agencies have seen this, but when a subject is entered as wanted, the FBI is currently attaching, that wanted person to a criminal history record, if it can be matched up. They are sending entering agencies notification, at some point in time that this subject has been arrested by another agency and they want to know what the agencies are doing as a follow up. The issue is they want to see how many agencies are using it and if they find widespread non-compliance, they may need to make some policy changes. There will be no Notice of Violations written for those agencies being audited this time.

Included in the handouts is a clarification statement from Major Sommer, Staff Attorney, on the modified Protective Orders. At the end is a statement that agencies should contact their Prosecutor for further explanation and a website for information is also listed.

IDACS Security Officer's Reports

Sgt. John Clawson took the opportunity to thank Chairman Pryor for his years of guidance and that he will be missed in that position, but he will be here to help Major Meek in taking over as CTO.

Sgt. Clawson stated he issued three (3) Notice of Violations in the last quarter. One (1) for LaGrange County Sheriff for no audit trail for some criminal histories and entries not supported by documentation; one (1) for Clark County Sheriff who has a records problem mess that we will try to work through and get rectified, warrants in file that shouldn't be, etc. The main problem is the FBI selected Clark County Sheriff for the audit coming up. Huntington Police Department also received a Notice of Violation about documentation for criminal histories.

Sgt. John Richards had written four (4) Notice of Violations. One (1)

for Danville Police Department for running firearms applications; one (1) for Putnam County Sheriff for failure to validate their records; one (1) issued to Frankfort Police Department for not validating Missing Person records and one (1) to Carroll County Sheriff for Triple I problems.

AREA REPRESENTATIVE' S REPORTS

<u>Area I</u>	Harold Williams was on vacation and not in attendance.
<u>Area II</u> Wayne Post. They had a question about the Sex Offender File; they were told the Sheriff's Association would be validating their site every three (3) months, will this be a requirement. Chairman Pryor said he will be meeting with the Executive Director and the Criminal Justice Institute and they will be talking about this, intended to validate every three (3) months. The next question was regarding "hits" for the Terrorist File. Does the information need to be held for one (1) year like the Gang File, and the answer was "yes", it needs to be held. Ameritech They had a problem with their phone circuit and found has a different 800 number now than the one IDACS has. The number they had connects into a recording, the new number, connects you to a person. Anyone can contact her to get this 800 number. The Chairman asked Ms. Snyder to give the number to our Data Operations Center.	
<u>Area III</u> September, They were got a	Gerald Gagne said their meeting will be sometime in after the State Committee meeting, at the Aztar Casino. had a problem with their line going down, called DOC and told it was a phone line problem. He called DOC back,

back different person, asked them to turn them "off" and then
11 on" again and it fixed the problem.

Chairman Pryor said in the future when they get away
from the microwave and go back to the Intelenet solution, he
thinks their issues will go away, as the DOC people will be
working with the Intelenet people, who will know the procedures
for corrections.

Area IV Deborah Cook reported a meeting was held on May 31't at
Greenwood Police Department, with thirteen (13) present.
They held discussions on several subjects and no date has
been set yet for the Area IV meeting

Area V David Mollenkopf said they held their meeting on June
7th with nineteen (19) present at the IPD Academy. IDACS
Trainer, Troy Scott, was there and discussed some entry problems,
Mike Dearing gave a presentation on the new system and they
held election for new Area Representative and Mr. Mollenkopf
was elected again.

OTHER NEW BUSINESS

None

GENERAL DISCUSSION

Mike Dearing informed that on the bottom of the agenda, the date for
the next IDACS Committee Meeting was given as September 3, 2001 instead of
2002
and the meeting will be held at the Warren Township Library.

AUDIENCE QUESTIONS/COMMENTS

Clay Carter said their new Communications Center should be completed
soon and
invited Area 11 to hold their meeting there, if they wish to do so.

A question from the* audience was about the Impound Law with NCIC 2000
and can
it be accessed statewide. The answer was "yes". Regarding an accident
or
abandoned vehicle, they can all be entered.

ADJOURNMENT

Cindy Snyder made a motion to adjourn the meeting., seconded by Gerald Gagne.

There being, no further questions or comments, the Chairman called adjournment

to the meeting. **Next meeting will be Tuesday, September 3, 2002, (10:30 a.m.)**

at the Warren Township Library on East 21st Street.